

Wisconsin Department of Safety and Professional Services  
Division of Policy Development  
1400 E. Washington Ave.  
PO Box 8366  
Madison WI 53708-8366



Phone: 608-266-2112  
Web: <http://dps.wi.gov>  
Email: [dps@wisconsin.gov](mailto:dps@wisconsin.gov)

**Scott Walker, Governor**  
**Laura Gutiérrez, Secretary**

---

## DSPS Meetings for the week of March 12, 2018

\*\*\*\*\*  
MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 1400 East Washington Avenue, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Interpreters for the hearing impaired provided upon request by contacting the Affirmative Action Officer, 608-266-2112.



**Scott Walker, Governor**  
**Laura Gutiérrez, Secretary**

---

**TELECONFERENCE/VIRTUAL MEETING**

**PHARMACY EXAMINING BOARD**

**Contact: Dan Williams (608) 266-2112**

**Room 121C, 1400 East Washington Avenue, Madison, WI 53703**

**March 13, 2018**

*Notice: The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the action and deliberation of the Board.*

**AGENDA**

**8:30 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

- A. Adoption of Agenda**
- B. Approval of Minutes of January 9, 2018**
- C. Administrative Updates – Discussion and Consideration**
  - 1) Staff Updates
  - 2) Board Member – Term Expiration Date
    - a. Grace Degner – 7/1/2018
    - b. Franklin LaDien – 7/1/2020 (reappointed, not yet confirmed)
    - c. Terry Maves – 7/1/2018
    - d. Thaddeus Schumacher – 7/1/2019
    - e. Kristi Sullivan – 7/1/2020 (reappointed, not yet confirmed)
    - f. Philip Trapskin – 7/1/2021 (reappointed, not yet confirmed)
    - g. Cathy Winters – 7/1/2021 (reappointed, not yet confirmed)
- D. Legislation/Administrative Rule Matters – Discussion and Consideration**
  - 1) Adoption of Phar 15 Relating to Compounding Pharmaceuticals
  - 2) Update on Legislation and Pending or Possible Rulemaking Projects
- E. Public Comments**

**ADJOURNMENT**

The Next Scheduled Meeting is April 11, 2018.

\*\*\*\*\*

**MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.**

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 1400 East Washington Avenue, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to

request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Interpreters for the hearing impaired provided upon request by contacting the Affirmative Action Officer, 608-266-2112.



---

**Occupational Therapists Affiliated Credentialing Board Screening Panel**  
**Room 121A, 1400 East Washington Avenue, Madison**  
**Contact: Kelley Sankbeil (608) 261-4490**  
**March 13, 2018**

**SCREENING PANEL**  
**9:00 AM**

1. Call Open Session to Order
2. Convene To Closed Session to consider discipline (s. 19.85(1)(b), Stats.), and to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.)
  - a. Screen complaints received from the public against credential holders. The panel consists of two Board members and Department Staff.
3. Reconvene to Open Session
4. Vote on Items Considered or Deliberated Upon In Closed Session
5. Adjournment

\*\*\*\*\*  
MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 1400 East Washington Avenue, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. If you require special accommodations to participate in a meeting please submit your request to the Affirmative Action Officer, 608-266-2112.



---

**TELECONFERENCE/VIRTUAL MEETING**  
**OCCUPATIONAL THERAPISTS AFFILIATED CREDENTIALING BOARD**  
**Room 121A, 1400 East Washington Avenue, Madison**  
**Contact: Tom Ryan (608) 266-2112**  
**March 13, 2018**

*The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Board.*

**AGENDA**

**9:30 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

- A) Adoption of Agenda**
- B) Approval of Minutes of November 28, 2017**
- C) Administrative Updates**
  - 1) Department and Staff Updates
  - 2) Election of Officers
  - 3) Appointment of Liaisons and Alternates
  - 4) Delegation of Authorities
  - 5) Board Members – Term Expiration Dates
    - a) Brian Holmquist – 07/01/2013
    - b) Mary Kassens – 07/01/2019
    - c) Laura O’Brien – 07/01/2019
    - d) Amy Summers – 07/01/2018
  - 6) Wis. Stat. s 15.085 (3)(b) – Biannual Meeting with the Medical Examining Board
- D) Occupational License Study**
  - 1) 2017 Wisconsin Act 59 (enacted in State Budget Bill)
- E) Legislation/Administrative Rule Matters**
  - 1) Scope Statement for OT 4, Relating to Supervision and Practice of Occupational Therapy Assistants
  - 2) Update on Other Legislation and Pending or Possible Rulemaking Projects
- F) Teri Black, Wisconsin Occupational Therapy Association (WOTA)**
  - 1) Occupational Therapy Dry Needling and COTA Supervision in Birth to Three and Home Health – Discussion and Possible Action
- G) Speaking Engagement(s), Travel, or Public Relation Requests**
  - 1) Consider Attendance at the 2018 NBCOT State Regulatory Leadership Forum – April 6 & 7, 2018 – Atlanta, GA

**H) Informational Items**

**I) Items Added After Preparation of Agenda:**

- 1) Introductions, Announcements and Recognition
- 2) Administrative Updates
- 3) Education and Examination Matters
- 4) Credentialing Matters
- 5) Practice Matters
- 6) Legislation/Administrative Rule Matters
- 7) Liaison Report(s)
- 8) Informational Item(s)
- 9) Disciplinary Matters
- 10) Presentations of Petition(s) for Summary Suspension
- 11) Presentation of Proposed Stipulation(s), Final Decision(s) and Order(s)
- 12) Presentation of Proposed Decisions
- 13) Presentation of Interim Order(s)
- 14) Petitions for Re-Hearing
- 15) Petitions for Assessments
- 16) Petitions to Vacate Order(s)
- 17) Petitions for Designation of Hearing Examiner
- 18) Requests for Disciplinary Proceeding Presentations
- 19) Motions
- 20) Petitions
- 21) Appearances from Requests Received or Renewed
- 22) Speaking Engagement(s), Travel, or Public Relation Request(s)

**J) Public Comments**

**CONVENE TO CLOSED SESSION to deliberate on cases following hearing (§ 19.85 (1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 448.02 (8), Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.).**

**K) Deliberation on Division of Legal Services and Compliance (DLSC) Matters**

- 1) **Case Closings**
  - a) 16 OTB 008

**L) Open Cases**

**M) Deliberation of Items Added After Preparation of the Agenda**

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) Application Matters
- 4) Disciplinary Matters
- 5) Monitoring Matters
- 6) Professional Assistance Procedure (PAP) Matters
- 7) Petition(s) for Summary Suspensions
- 8) Proposed Stipulations, Final Decisions and Orders
- 9) Administrative Warnings
- 10) Proposed Decisions
- 11) Matters Relating to Costs
- 12) Complaints
- 13) Case Closings

- 14) Case Status Report
- 15) Petition(s) for Extension of Time
- 16) Proposed Interim Orders
- 17) Petitions for Assessments and Evaluations
- 18) Petitions to Vacate Orders
- 19) Remedial Education Cases
- 20) Motions
- 21) Petitions for Re-Hearing
- 22) Appearances from Requests Received or Renewed

**N) Consulting with Legal Counsel**

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

- O)** Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate
- P)** Open Session Items Noticed Above Not Completed in the Initial Open Session
- Q)** Credentialing Liaison Training
- R)** Ratification of Licenses and Certificates

**ADJOURNMENT**

**ORAL EXAMINATION OF CANDIDATES FOR LICENSURE**

**ROOM 124E**

**10:15 A.M. OR IMMEDIATELY FOLLOWING FULL BOARD MEETING**

**CLOSED SESSION** – Reviewing Applications and Conducting Oral Examinations of Zero (0 at the time of agenda publication) Candidates for Licensure – Brian Holmquist

**NEXT MEETING DATE: JUNE 12, 2018**

\*\*\*\*\*

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 1400 East Washington Avenue, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Interpreters for the hearing impaired provided upon request by contacting the Affirmative Action Officer, 608-266-2112.



**Scott Walker, Governor**  
**Laura Gutiérrez, Secretary**

---

**TELECONFERENCE**  
**Real Estate Examining Board**  
**Room 112, 1400 East Washington Avenue, Madison**  
**Contact: Kelley Sankbeil (608) 261-4490**  
**March 15, 2018**

**SCREENING PANEL**  
**9:30 AM**

1. Call Open Session to Order
2. Convene To Closed Session to consider discipline (s. 19.85(1)(b), Stats.), and to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.)
  - a. Screen complaints received from the public against credential holders. The panel consists of two Board members and Department Staff.
3. Reconvene to Open Session
4. Vote on Items Considered or Deliberated Upon In Closed Session
5. Adjournment

\*\*\*\*\*  
MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 1400 East Washington Avenue, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. If you require special accommodations to participate in a meeting please submit your request to the Affirmative Action Officer, 608-266-2112.